

Browning Public Schools
Board Agenda Request
Meeting to Be Held: October 26, 2022



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- Recognition:** Students Staff Parents
Information: Building Report Old Business Superintendent's Report
Action: Resignation Hiring Contract Service Agreements
 Travel Out-of-State Travel In State Approvals
 Termination Legal Matters Other: _____
 This action request pertains to Elementary (only) High School/District Wide
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Date: 10/16//2022

To: Corrina Guardipee-Hall
 Superintendent

From: John Salois
Title: Human Resources Director

Subject: **Contract Service Agreement - After School Program Activities 2022-2023**

Description: Request a CSA for Rebecca Craig. Chaperone for Napi Elementary Football on 9/24/22 for 13.5 hours.

Financial Impact: **\$284.00** (as per temporary employment compensation schedule, extended day activities, certified employee 13.5 hrs x \$21.00)

Funding Source (Budget/grant, etc.): 126.30.720.3586.150

Attachment(s): CSA

Comments: _____

Board Action: N/A (Info) Approved Denied Tabled to: _____

Browning Public Schools
CONTRACT SERVICE AGREEMENT
(406) 338-2715 • (406) 338-2708

Date: 10/26/2022

Board Approval: October 26, 2022

Contractor: Rebecca Craig

Phone: _____

Address: 2213 Kennesaw Drive Richmond VA 28216
P.O. Box or Street Address City State Zip

Type of Project/Service (be specific): Extended day activities; chaperone for Napi Elementary football.

Contracted Dates: 9/24/2022

Rate per hour/per day: \$21.00 per hour x 13.5 hours = \$284.00

Per Diem/per day: _____ x _____ # of Days = NA

Mileage: _____ miles @ _____ per mile = NA

Other costs (explain): Not to exceed total amount = NA

Total Project Cost = **\$284.00**

Contract to be paid from:

126.30.720.3586.150

Independent Contractor:

Submit invoice on completion

Other _____

Employee:

Submit timesheet through payroll

The above terms and conditions constitute an agreement by and between the contractor and the Browning Public Schools for the contractor to render services, as indicated. In the event of non-completion of services or other unforeseen problems, this agreement shall be changed accordingly.

Contractor's Signature

Earl Tail Jr./Tony Wagner
Principal/Supervisor

SSN/Federal ID Number/EIN

Superintendent

An Independent Contractor must provide Browning Public Schools with a Federal ID Number, State Contractor License or sign an Independent Contractor's Exemption Application Affidavit waiving their rights under the Worker's Compensation Insurance and Unemployment Insurance for employees.

White – Contractor

Yellow – Business Office